

Excel Spreadsheets from the beginning

Learn how to create and manipulate data with **Excel spreadsheets.**



Mondays 10am-12pm

12 week course starting on

Monday 9th Jan 2012

Ring Geoff Stilwell 020 7372 0242

Unlock the potential of Spreadsheets. Although spreadsheets are used for accounts and calculations, the computer takes away the pain and looks after the arithmetic for you. Any maths involved you will easily learn as you go along. Spreadsheets manipulate all kinds of data. Produce graphs and charts at the click of a button. It's much easier than you think.

Register early to avoid disappointment.

